

M e m o r a n d u m

Date: December 17, 2009

To: Redding Area

Attention: Lieutenant L. T. Morrison

From: **DEPARTMENT OF CALIFORNIA HIGHWAY PATROL**
Office of the Assistant Commissioner, Inspector General

File No.: 005.9968.11626.010

Subject: 2009 COMMAND PROPERTY INSPECTION REPORT

In accordance with procedures outlined in Highway Patrol Manual (HPM) 11.2, Materials Management Manual, and HPM 22.1, Command Inspections Program Manual, an inspection of your command's property, including vehicles and weapons, was completed by the Property Inspector (PI) on October 7-8, 2009. Using property records from the appropriate Offices of Primary Interest (OPI), the PI selected a random statistically-valid sample of property that was stratified across four property areas: general inventory control, telecommunications, fleet, and weapons (see Attachments B, C, D, and E). Additionally, the PI chose items within your command and compared them to the appropriate inventory records.

According to the OPI inventory lists, the command had a total property inventory population of 745 items (a). The statistically-valid sample at a 95 percent confidence level \pm 5 percent error rate provided a total stratified sample size of 59 items when rounded up to the next whole number (d).

	Population Size	Percentage of Total	Calculated Sample Size	Predetermined List Sample Size
	(a)	(b)	(c)	(d)
ICU Decals	302	40.54%	23.11	24
Telecommunications	286	38.39%	21.88	22
Fleet	33	4.43%	2.53	3
Weapons	124	16.64%	9.48	10
Total	745			59

Safety, Service, and Security

When comparing equipment recorded on the predetermined property inspection list to equipment located at the command, 50 of the 59 items were located. Two items were transferred out of the command; three items were not located, and four items were unavailable for inspection. The property inspection results of the equipment recorded on the predetermined property inventory list to equipment located at the command are summarized in Attachment A.

When comparing equipment assigned to the command to the OPI inventory lists, 26 of the 26 items reconciled. The property inspection results of equipment located at the command to the OPI inventory list are summarized in Attachment A.

I request your command research and investigate all discrepancies in accordance with departmental procedures outlined in HPM 11.2, Materials Management Manual, Chapter 8, Equipment, and work with the appropriate OPI(s) to rectify any variances. A Physical Inventory Adjustment Request, CHP 24, must be completed to adjust the inventory records. In order to verify that the above listed discrepancies have been rectified, please submit a memorandum to the Office of Inspections through your respective Division by March 17, 2010.

Furthermore, in accordance with the Governor's Executive Order S-20-09 to increase government transparency, this report will be posted on the CHP's internet website, and on the Office of the Governor's webpage, located on the State's Government website.

The Office of Inspections would like to thank your command for their assistance during this property inspection. If you have any questions or need additional information, please contact me or Roger Ikemoto, Senior Management Auditor at (916) 843-3160.


M. C. A. SANTIAGO, CIG
Assistant Commissioner

Attachments

cc: Office of the Assistant Commissioner, Field
Northern Division
Fiscal Management Section
Telecommunications Section
Office of Inspections, Audits Unit

ATTACHMENT A

**OFFICE OF INSPECTIONS, AUDIT UNIT
PROPERTY INSPECTION DISCREPANCY REPORT
Redding Area (135)
October 5, 2009**

ATTACHMENT A

EQUIPMENT DESCRIPTION	CHP NUMBER	LISTED ON PROPERTY RECORD BUT NOT FOUND	FOUND BUT NOT LISTED ON PROPERTY RECORD	MISSING DECAL OR CORRECTION NEEDED TO PROPERTY RECORD	TRANSFER	NOT AVAILABLE FOR INSPECTION	COMMENTS
Laptop, Gateway	141908				X		CHP 266, 1-14-09, to 101
Laptop, Gateway	143169				X		CHP 266, 2-5-09, to 041
PAS device	153037	X					CHP 51, lost by officer, 9-11-09
Mobile radio	R41295					X	Resident post officer on RDO's
Mobile radio	R41943					X	Resident post officer on RDO's
Answering machine	R51597	X					CHP 51, 4-6-09, back onto inventory
Hand held radio	R63632					X	Officer on RDO's
Hand held radio	R65514					X	Officer on vacation
Control head-mobile	R77797	X					Not located

ATTACHMENT B

**CALIFORNIA HIGHWAY PATROL
2009 ICU PROPERTY RECORD INSPECTION REPORT**

ATTACHMENT B

Redding Area (135)

ASSET #	DESCRIPTION	SERIAL #	Y	N	A	T	C	NOTES
ICU PROPERTY INSPECTION LIST TO EQUIPMENT								
1	105935 PRINTER/FOR PAS DEVICE	AXIOHM 941110029	X					
2	109029 PRINTER	HP SG81F1X1P3	X					
3	112114 RADAR VEHICLE MOUNTED	STALKER 041681	X					
4	115537 RADAR, VEHICLE	STALKER 043318	X					
5	124552 RADAR VEHICLE	STALKER 049533	X					
6	132700 SCANNER	SYMBOL M1H84E15F	X					
7	133777 CAMERA	OLYMPUS	X					
8	133778 CAMERA	OLYMPUS	X					
9	139704 PRINTER	HEWLETT PACKARD CNDXG02475	X					
10	141465 LAPTOP	GATEWAY 0036040512	X					
11	141880 LAPTOP	GATEWAY 003640579	X					
12	141900 LAPTOP	GATEWAY 0036040589	X					
13	141907 LAPTOP	GATEWAY 0036040636	X					
14	141908 LAPTOP	GATEWAY 0036040606				X		CHP 266, 1-14-09, to 101
15	142493 COPIER	SHARP 56000293	X					
16	143169 LAPTOP	GATEWAY 0036126516				X		CHP 266, 2-5-09, to 101
17	143411 LAPTOP	GATEWAY 0036145979	X					
18	151588 COMPUTER	HEWLETT PACKARD 2UA7230GZM	X					
19	151591 COMPUTER	HEWLETT PACKARD 2UA7230GTW	X					
20	153037 BREATH ANALYZER SYSTEM PAS DEVICE	LIFELOC 90102857-82		X				CHP 51, lost by officer, 9-11-09
21	153043 BREATH ANALYZER SYSTEM PAS DEVICE	LIFELOC 90103031-82	X					
22	153044 BREATH ANALYZER SYSTEM PAS DEVICE	LIFELOC 90103016-82	X					
23	158665 BICYCLE, PATROL, BLK, LARGE FRAME	CANNONDALE S095701	X					
24	74569 CAMERA 35MM OM 10 LENS NO 3620220	OLYMPUS 1772183	X					

LEGEND

(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION

CALIFORNIA HIGHWAY PATROL
2009 ICU PROPERTY RECORD INSPECTION REPORT
Redding Area (135)

ATTACHMENT B

ASSET #	DESCRIPTION	SERIAL #	Y	N	A	T	C	NOTES
ICU EQUIPMENT TO INVENTORY LIST								
1	110484	RADAR TRAFFIC MOUNTED						
		STALKER			040214			X
2	110486	RADAR TRAFFIC MOUNTED						
		STALKER			040039			X
3	115536	RADAR, VEHICLE						
		STALKER			043293			X
4	124551	RADAR VEHICLE						
		STALKER			049289			X
5	132139	SCANNER SCANJET 5550C						
		HEWLETT PACKARD			CN42DS43PD			X
6	139454	PRINTER						
		HEWLETT PACKARD			CNDXB20703			X
7	141885	LAPTOP						
		GATEWAY			003640624			X
8	141886	LAPTOP						
		GATEWAY			003640689			X
9	141905	LAPTOP						
		GATEWAY			0036040613			X
10	159985	LIDAR SPEED ENFORCEMENT SYSTEM						
		LASER TECHNOLOGY			TS000581			X
11	170022	COPIER DIGITAL SIMPLEX MULTI-FUNCTION						
		SHARP						X

LEGEND

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ATTACHMENT C

CALIFORNIA HIGHWAY PATROL
2009 TELECOMMUNICATIONS PROPERTY INSPECTION REPORT
Redding Area (135)

ATTACHMENT C

ASSET #	DESCRIPTION	MISC.	MISC.	SERIAL #		Y	N	A	T	C	OTHER
TELECOMMUNICATIONS INSPECTION LIST TO EQUIPMENT											
1	R40747 Mobile Radio	C2881F	1223755	9522495	G E	X					
2	R41128 Mobile Radio	1288980		9523029	G E	X					
3	R41295 Mobile Radio	spare		9540285	G E		X				Resident post officer on RDO's
4	R41943 Mobile Radio	1183676		9540789	G E		X				Resident post officer on RDO's
5	R44343 Mobile Repeater			7545910	G E	X					
6	R45906 Mobile Repeater	1270948		7723548	G E	X					
7	R51597 Answering Machine				PANASONIC		X				CHP 51, 4-6-09, back onto inventory
8	R52949 Scanner	1240054		95004378	UNIDEN	X					
9	R59464 Common Equipment				AVTEC	X					
10	R63632 Hand-Held Radio	15363	MM #08-004	402AWY1465	MOTOROLA	X					Officer on RDO's
11	R65514 Hand-Held Radio	13553		402AWY6963	MOTOROLA	X					Officer on vacation
12	R63881 Hand-Held Radio	12606		402AWY0848	MOTOROLA	X					
13	R70426 Battery Charger - Radio				MOTOROLA	X					
14	R73079 Analyzer/Conditioner - Radio				MOTOROLA	X					
15	R74761 Scanner	1248256		75001848	UNIDEN	X					
16	R74813 Scanner	1270616		75001746	UNIDEN	X					
17	R77797 Control Head - Mobile	C2885F	1223759		GE		X				Not located
18	R91719 Portable Radio			749TEJ1674	MOTOROLA	X					
19	R93992 Scanner	C2881F	1223755	320Z44003118	UNIDEN	X					
20	R97479 Citizen Band Radio	1183676		54025368	UNIDEN	X					
21	R97794 CPU			2UA52111NT	HP	X					
22	R99526 Citizen Band Radio	C2886F	1223760		UNIDEN	X					

LEGEND

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**CALIFORNIA HIGHWAY PATROL
2009 TELECOMMUNICATIONS PROPERTY INSPECTION REPORT
Redding Area (135)**

ATTACHMENT C

ASSET #	DESCRIPTION	MISC.	MISC.	SERIAL #		Y	N	A	T	C	OTHER
TELECOMMUNICATIONS EQUIPMENT TO INVENTORY LIST											
1	R47227 Mobile Repeater	C2881F	1223755		G E			X			
2	R59468 Printer			3LSBNF83201	PANASONIC			X			
3	R66725 Hand-Held Radio	11838	AREI-08	402AWYB028	MOTOROLA			X			
4	R70422 Battery Charger - Radio				MOTOROLA			X			
5	R70430 Battery Charger - Radio				MOTOROLA			X			
6	R70431 Battery Charger - Radio				MOTOROLA			X			
7	R77634 Control Head - Mobile	1161413			GE			X			
8	R82889 Base Station - rack type	CLEMARS VHF		00-06-0088	DXRADIO			X			
9	R99534 Citizen Band Radio	C288F	1223759		UNIDEN			X			

LEGEND

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ATTACHMENT D

Page Number: 1

VERIFIED BY: _____ DATE: _____

COMMANDERS SIGNATURE : _____

(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION





















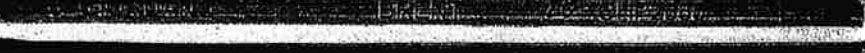








ATTACHMENT E

Department of California Highway Patrol
Complete Area Inventory
135 - Redding

September 29, 2009

Officer Issued Weapons 

Issued to officer

<u>ID#</u>	<u>Last Name</u>	<u>First Name</u>	<u>Ser#</u>	<u>Control#</u>	<u>Comments</u>
					
					
					
					
					
					
					
					
					
					
					
					
					
					
					
					
					
					
					ADD-ON
					
					
					
					
					
					
					
					
					
					

LEGEND

(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION

135 - Redding

September 29, 2009

Issued to officer:

Department of California Highway Patrol
Complete Area Inventory
135 - Redding

September 29, 2009

Issued to officer

<u>ID#</u>	<u>Last Name</u>	<u>First Name</u>	<u>Ser#</u>	<u>Control#</u>	<u>Comments</u>
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Issued to officer:

Officer Issued Weapons Total:

Area Issued Weapons

<u>Ser#</u>	<u>Control#</u>	<u>Comments</u>
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Issued to Area/Division

<u>Ser#</u>	<u>Control#</u>	<u>Comments</u>
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Department of California Highway Patrol

Complete Area Inventory

135 - Redding

September 29, 2009

Ser#

Control#

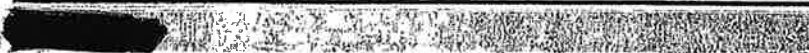
Comments

Ser#Control#

Comments

Department of California Highway Patrol
Complete Area Inventory
135 - Redding

September 29, 2009

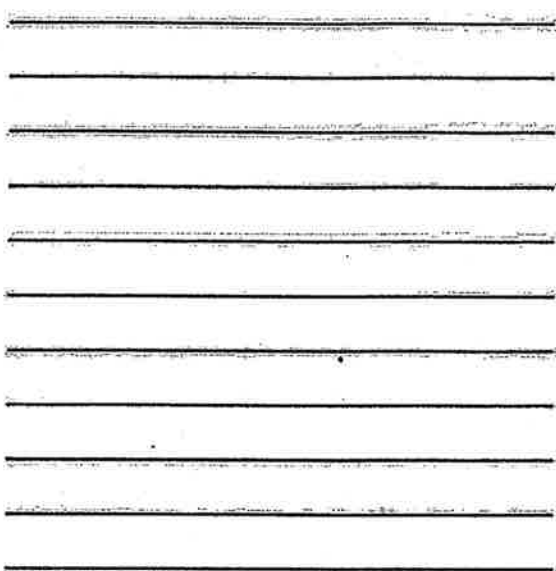
 Issued to Area/Division

Ser#

Control#

Comments





Issued to Area/Division:



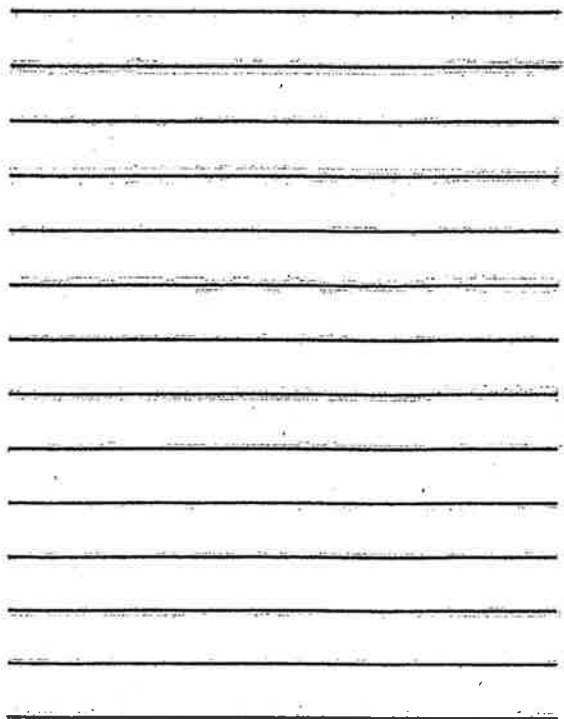
 Issued to Area/Division

Ser#

Control#

Comments





Department of California Highway Patrol

Complete Area Inventory

135 - Redding

September 29, 2009

[REDACTED]
[REDACTED]

Issued to Area/Division:

[REDACTED]

Area Issued Weapons Total:

[REDACTED]

Area Grand Total:

[REDACTED]

135-01
104 #162

FROM: (COMMAND NAME)	LOCATION CODE	PREPARED BY	DATE
Redding Area	135	Debby Jefferis	1/14/2009
TO: (COMMAND NAME)	LOCATION CODE	NUMBER BOXES/PIECES IN THIS SHIPMENT	
Northern Division	101	1	
SHIPPED VIA		DRIVER'S SIGNATURE	
<input type="checkbox"/> SSU truck <input checked="" type="checkbox"/> Other (specify): State Vehicle			

MAJOR, MINOR, SENSITIVE, COMPUTER, TELECOMMUNICATIONS, ETC.

Emailed David Doyle
1/14/09 with
w/ PDF document -

☐ Return ☐ Repair ☒ Transfer
☐ Loan, return by: _____

DATE _____

02/05/2009

CN TRAC

[illegible]

c266 208 pdf

M e m o r a n d u m

N.D. 10/5/09
REDDING (135)-03
ICU LIST #214

Date: September 11, 2009

To: Northern Division

From: **DEPARTMENT OF CALIFORNIA HIGHWAY PATROL**
Redding

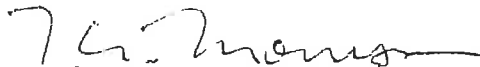
File No.: 135.11279.12276.lostopas

Subject: LOSS OF STATE OWNED EQUIPMENT

#/53037 I have reviewed the attached memorandum and concur with the request by [redacted], [redacted] to reimburse the Department for the lost Preliminary Alcohol Screening (PAS) device, bearing serial #90102857-82, and pelican case.

I have confirmed with Fiscal Management Section, Reimbursable Services Unit, that the replacement cost is \$533. Additionally, upon approval of this request, [redacted] is prepared to reimburse the Department and is enrolled in Direct Deposit.

If you have any questions, please contact Sergeant Greg Ziegler or myself at (530) 242-3200.



T. A. MORRISON, Lieutenant
Acting Commander

Attachment

Safety, Service, and Security

M e m o r a n d u m

Date: September 11, 2009

To: Northern Division

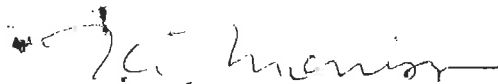
From: **DEPARTMENT OF CALIFORNIA HIGHWAY PATROL**
Redding

File No.: 135.11279.12276.pas

Subject: LOSS OF STATE OWNED EQUIPMENT

On July 21, 2009, Preliminary Alcohol Screening (PAS) device, manufactured by Lifeloc Technologies, bearing serial #90102857-82, was reported missing. An investigation concluded the loss occurred on July 21, 2009, near an address of 1537 Pine Street, in Redding, between 2230 hours and 2400 hours. Subsequent efforts to locate it have been unsuccessful.

The officer responsible for the loss has elected to utilize a provision of the Bargaining Unit 5, Memorandum of Understanding, to reimburse the Department for the replacement cost of the lost equipment. Please remove the above item from the Redding Area equipment inventory. Questions regarding this matter may be directed to myself or Sergeant Ziegler at (530) 242-3200.



T. A. MORRISON, Lieutenant
Acting Commander

cc: Office of Research and Planning

Safety, Service, and Security

M e m o r a n d u m

REDDING (135)-04
TELECOMMUNICATIONS # 74

Date: July 20, 2009

To: Northern Division

From: **DEPARTMENT OF CALIFORNIA HIGHWAY PATROL**
Redding Area

File No.: 135.10192.A6216.2qtrinvntrymemo

Subject: 2009, SECOND QUARTER, MISSING EQUIPMENT STATUS

Consistent with revised Department policy contained in HPM 11.2, Materials Management, Chapter 8, Equipment, Redding Area has continued efforts to locate previously reported missing equipment.

The following equipment remains unaccounted for:

- R20799, Motorola Fixed Receiver, Rack Type, M01CNB3100AS
- R28600, Scanner Regency, M100, 272A11213
- R37162, Scanner Regency, M100, 272A45718
- R51597, Panasonic Answering Machine
- R59469, Panasonic Printer, KXP3123
- R62948, Motorola Hand Held radio, HT100
- R69606, Motorola Hand Held radio, MT2000
- R71239, Motorola Battery charger, 2580162R01
- R75584, ATT Answering machine, 1725

Redding Area will continue to locate the remaining items and report our efforts quarterly. Should you have any questions please contact Lieutenant Todd Garr at (530) 242-3200.

J.GODNICK, Captain
Commander

Safety, Service, and Security

LT Marking Aug 20/20
11/5/09/2009-08-01-11

Memorandum

Date: September 4, 2009

To: Redding Area

From: DEPARTMENT OF CALIFORNIA HIGHWAY PATROL
Redding

File No.: 135. [REDACTED] pasreimburse

Subject: LOSS OF STATE OWNED EQUIPMENT

I request that I be allowed to reimburse the Department for the cost of the Preliminary Alcohol Screening (PAS) device bearing serial #90102857-82 and pelican case, which were lost on

July 21, 2009.

TAMPEL, Police:

Safety, Service, and Security